

Homeland Security Grant Program
Delaware Homeland Security Terrorism Preparedness Working Group
Meeting Minutes

December 12, 2016

1. Call To Order

- A. DEMA Director A.J. Schall convened the Delaware Homeland Security Terrorism Preparedness Working Group (DHSTPWG) meeting at 1:00 p.m., in the Delaware Emergency Management Agency (DEMA) James E. Turner, III Educational Center. The following documents were provided to all meeting participants:
- 1) Meeting Notice & Agenda
 - 2) DHSTPWG Meeting Minutes, November 14, 2016
 - 3) Training and Exercise Subcommittee Meeting Minutes, October 5, 2016
 - 4) Complex Coordinated Terrorist Attacks (CCTA) Program Grants Packet
- B. Minutes from the November 14, 2016 meeting were reviewed and approved. **(Motion Approved: Robert Newnam; Second: Allen Metheny – Passed Unanimously)**
- C. Director Schall spoke to the progress of the Active Shooter Working Group and stated that they are developing policy that would incorporate ALERRT training into protocols for Delaware responders. The policy in development will call for approximately \$50,000 to build a cache of ballistic helmets and vests that would enable EMS and fire personnel to go into warm zones in the case of an active shooter event. Dave Carpenter asked where the policy would be housed and if it would be an actual law or a suggested best practice. Director Schall answered that it would initially be a best practice, but the end goal would be for the policy to become adopted by specific departments and the DVFA, eventually becoming a legislatively enacted statewide policy. Kevin Sipple pointed out that one of the considerations the Active Shooter Working Group was making was who the cache would be available to. For instance, in New Castle County, not all law enforcement personnel have ballistic helmets, so the cache would be interdisciplinary.

2. Old Business

A. Training and Exercise Subcommittee – (Robert Newnam, Chairman)

Mr. Newnam briefed copies of the minutes that were provided to the Working Group. He mentioned that a draft of the 3-year plan was done and a final was expected would be finalized and distributed in January. All other T&E business was as usual.

B. 2015 Homeland Security Grant Status

Ms. Fitzgerald briefed on the status of FY15. FY15 is still being spent down at a decent rate. It was asked by Mr. Schoonover when FY16 would be available. Mr. Lee said that it was scheduled to go through the clearing house in January 2017 so it should be available in February 2017. It was then asked if FY15 ended in August of 2017, but that grant has a longer performance period into August of 2018. Working group members were encouraged to spend their FY15 funds well before the end of the performance period, and reminded that FY15 & FY16 spending plan meetings would begin within the next month.

3) Reallocation Requests

A. HazMat

Ms. Fitzgerald spoke to the funding reallocation request from HazMat (**Motion Approved: Robert Newnam; Second: Robert Schoonover – Passed Unanimously**)

The Hazardous Materials Discipline asked to re-allocate \$72,000 of FY15 Safeware maintenance funds towards a skid steer with power broom, bucket, forks and trailer. An accompanying \$10,000 trailer will be purchased by DNREC utilizing local funds.

This unit is being requested to expedite roadway cleanups, thus reducing traffic congestion and/or grid lock. The power broom allows for rapid lane clearing of oil dry or light debris. Pallet forks assist with the offloading and/or recovery of palletized loads from a damaged trailer to a rescue trailer. The bucket is utilized to scoop up oil dry piled or other debris which may need to be expeditiously moved. In addition, the brand selected, Cat, also has the capability of being operated remotely. This option, if Law Enforcement purchases the remote, will truly make this unit a multi-agency tool. Price for the remote option is approximately \$16,000 and can be added at a later date.

Belvedere Fire Co. has offered to house the unit behind HM 30 within New Castle County and will tow and operate the unit anywhere statewide.

4) **New Business**

A. **Discipline Briefing**

Mr. Allen Metheny briefed the group on the Fire Service. He spoke about how many of the technical teams throughout the state received funding from the committee, particularly the Special Operations Teams that are in each county. He spoke to some of the equipment that each team uses and how often it needs to be replaced. Mr. Tim Sexton asked if the Decon Teams were the same ones that were funded from HazMat. Mr. Jamie Bethard said yes and that about a third of his funding request supplies those teams with equipment in each county, not the fire service budget. Mr. Carpenter and Mr. Newnam spoke further to the cost of equipment, stating that even to use equipment for training meant it would need to be replaced, normally for hundreds to thousands of dollars per piece. Mr. Metheny reiterated that without funding from the Working Group, these teams would be largely unable to operate.

B. **Director Comments**

Director Schall had to leave early, but Mr. Lee turned it over to Mr. Chris Murtha and Ms. Hupp to discuss the CCTA Grant Opportunity. There was some discussion about ideas of what projects the working group may have for this grant, but nothing conclusive. Mr. Murtha said any questions could be asked at anytime. Mr. Lee opened the floor up for questions and there were none.

5) **Open to Floor**

Mr. Day provided another small update on sUAS including upcoming training opportunities and a handout with more information.

Meeting adjourned at 1:55 p.m.

6) **Next Meeting** – The next meeting is scheduled for January 9, 2017 at 1:00 p.m. at DEMA.

Minutes approved by DEMA Director

A.J. Schall, Jr.

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Chairman, Delaware Homeland Security Terrorism Preparedness Working Group

Attachment: Attendance Roster

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MEETING ATTENDANCE ROSTER	
Name	Agency
A.J. Schall, Jr.	Chairman
Allen Metheny	Co-Chairman, DVFA
Amy Anthony	DMV
Jamie Bethard	DNREC, Division of Waste & Hazardous Substances
Dave Carpenter	NCC EMA
Scott Collins	LE- Selbyville Police Dept
Dwayne Day	DeIDOT/Alternative for PW
Sandra Ennis-Alexander	DTI
Monroe Hudson	DSP
Joseph Hughes	League of Local Government
Marny McLee	Citizen Corps
Robert Newnam	Delaware State Fire School
Suzanne Raab-Long	DE Healthcare Association
Robert Schoonover	SC EMS
Tim Sexton	Division of Public Health
Kevin Sipple	Kent County Public Safety
Lisa Tanielian	DDA
Working Group Guest	
Dennis Layton	NCC EMA
Delaware Emergency Management Agency Staff	
Paige Fitzgerald	Terrorism Preparedness Planner
Renee Hupp	Terrorism Preparedness Planner
Mei Johnson	Citizen Corp
Tony Lee	Principal Planner
Chris Murtha	Planning Supervisor
Tom Nesbella	Training & Exercise